

Application for a Property Transfer Certification Information

Enclosed is an Application for a Property Transfer Certification. A fee is required with your completed application (\$150 for Sewage Disposal System only, \$98 for Individual Water Supply only; \$248 for both; \$75 for inspection done by a Licensed Professional). Make check payable to Erie County Commissioner of Finance.

Please remember:

1. Do not send cash through the mail.
2. Make check or money order payable to Erie County Commissioner of Finance.
3. Send completed, signed application and payment to:
Erie County Health Department
95 Franklin Street - Room 906
Buffalo, New York 14202

In order for us to complete the property transfer inspection in a timely fashion, please have the following items completed before the inspection.

1. Cut high grass and brush in the area of the tile field.
2. Laundry discharge must be connected to the septic system.
3. If you have a water well as your source of potable water, it must have a solid impervious casing, with an approved cover, which extends at least 12 inches above ground or is in a drained pit. Stone-lined wells may be unacceptable. Water sampling cannot be done on wells with unacceptable construction.

Normally, one (1) week is required from the **start of the inspection to completion, if no violations are noted, and no repairs are necessary.**

Erie County – North
Tonawanda District Office
874-1070

Erie County - South
Hamburg District Office
649-4225

Erie County - Central
Lancaster District Office
683-6487

Erie County - City
Buffalo District Office
881-4052

Should you have any questions, please call the above listed telephone number.

**ERIE COUNTY DEPARTMENT OF HEALTH
ENVIRONMENTAL HEALTH SERVICES**

APPLICATION FOR A PROPERTY TRANSFER CERTIFICATION

Address of Building _____ Town _____

Type of Building ☐ Residential ☐ Commercial

Number of Bedrooms _____ Number of Persons _____

If commercial, give current building use _____

Is building occupied ☐ vacant ☐

If vacant, for entry contact: Name: _____

Phone: _____

Sewage Disposal System

Water System

Individual ☐ Public ☐

Individual ☐ Public ☐

Name of Seller _____ Phone _____

Address of Seller _____

Sellers Attorney _____ Phone _____

Realtor _____ Phone _____

Address of Realtor _____

Name of Buyer _____ Phone _____

Address of Buyer _____

Buyers Attorney _____ Phone _____

Fee Schedule: \$150.00 - Sewage Disposal System - only
 \$ 98.00 - Individual Water Supply - only
 \$248.00 - Both
 \$ 75.00 - Inspection done by Licensed Professional

Enclosed is a check or money order, payable to the Erie County
Commissioner of Finance for \$ _____ in payment for the requested
certification.

Date

Signature of Applicant

Anticipated Closing Date

PLEASE COMPLETE AND RETURN TO:

**Erie County Health Department
95 Franklin Street - Room 906
Buffalo, New York 14202**